

STAFFORD COUNTY SCHOOL BOARD

Agenda Consideration

TOPIC:	Proposed Amendment to Bylaw 1-38.1	ITEM NO:	4A
PREPARED BY:	Jean S. Murray, Superintendent	MEETING:	December 14, 2004
	Daryl A. Nelson, Executive Director of Administrative & Legal Services	ACTION DATE:	January 25, 2005

ACTION REQUESTED BY THE SUPERINTENDENT:

That the School Board receive for its information and consideration the attached proposed amendment to Bylaw 1-38.1, Agenda Preparation.

KEY POINTS:

The proposed amendment to Bylaw 1-38.1, Agenda Preparation, reflects the adjustment of the day of delivery of the agenda to the board from Thursday to Friday.

SCHOOL BOARD GOAL: (Goal 3) Encourage parents and the community to increase their interest and involvement in schools.

FUNDING SOURCE: N/A

AUTHORIZATION REFERENCE: Bylaw 1-32, Bylaws Adoption, Amendment and Suspension

SCHOOL BOARD BYLAWS

Agenda Preparation

The clerk or deputy clerk of the Stafford County School Board, under the direction of the superintendent, shall prepare and have delivered a proposed agenda for the forthcoming regular meeting together with the minutes of the previous meeting to members of the Board not later than the ~~Thursday~~ **Friday** preceding the date of the meeting. Should a delay in the delivery of the proposed agenda be needed, the chairman is to be contacted by the clerk for approval and instructions.

In order to allow the superintendent time to prepare necessary background materials, a board member should present a request to the superintendent for inclusion on the agenda of matters he/she wishes to have included. Board members are discouraged from adding items to the agenda at the last minute.

Citizens of the school division who wish to suggest items to be included on the agenda of a particular meeting should submit a written request to be received in the office of the superintendent at least ten (10) working days prior to the day of the meeting.

Adopted by School Board: March 24, 1987
Amended by School Board: December 11, 1990
Amended by School Board: